



**EFFECTIVE IMMEDIATELY...ALL BASIC AMOC STUDENTS
MUST BRING CURRENT COPY OF AFI 21-101...ALL STUDENTS
ARE ENCOURAGED TO BRING A LAPTOP WITH DVD ROM TO
VIEW COURSE MATERIALS**

Purpose

The purpose of AMMOC is to give new Maintenance Officers general maintenance and aircraft (or munitions) familiarization. In addition, it will provide you an idea of what it means and what it takes to be a successful maintenance officer.

For more information please visit the AMMOC website. You can reach the site from any military computer by going to:

<https://webm.sheppard.af.mil/82trg/AMMOC/index.htm>

What to Expect

The average AMMOC day begins at 0730 and ends at 1630. Lunch is usually 1100-1200 hours. **The uniform of the day is BDU's Tuesday-Friday the first 7 weeks and Blues on Mondays. The last 7 weeks, the uniform of the day is Blues on Monday-Thursday and BDU's on Fridays and during flight line tours.** The classroom environment is relaxed and the pace of material is reasonable. Classroom participation is a must and discussions about current issues and topics occur often. Professionalism, good attitude, and a sense of humor will help make the course more enjoyable for you and your classmates.

Physical Training is mandatory as a group at 1630 on Tuesday every week. Be prepared to run for 30 minutes.

The First Day

BDUs will be worn the first day of class. The first day begins in Hangar 1020 at 0700 hours (signs directing you to the proper classroom are clearly posted). Hangar 1020 is located on the corner of 10th Avenue and Avenue G. It is best to

park on the West side of the building where Avenue G ends. All inprocessing will be accomplished the first day. You will also be assigned one of the following additional class duties:

- Class Leader - Senior ranking individual in the class.
- Graduation Representative - Responsible for all details of the graduation.
- Snack Officer - Responsible for managing the break room and snack bar.
- International Student Assistant - Helps international students.
- Volunteer Officer - Organizes and coordinates community involvement.
- Social Officer - Organizes social functions.
- Sports Officer - Organizes sports events.
- Education Officer - Organizes study groups and arranges tutoring sessions.
- Administrative Officer - Makes copies of class notes, initial inprocessing.
- Safety Officer - Makes weekly safety briefings for the class.

Things to Bring

REQUIRED

- Blues combination
- BDUs / Utility Uniform
- Service Dress
- Ten copies of orders
- School supplies (paper, pens, etc)
- 2004 Information Awareness Training Certificate/Diploma so you can begin using a government computer immediately
- Government Travel Card
- **1 Complete copy of AFI 21-101 (Oct 2002) Link:**

<http://www.e-publishing.af.mil/pubs/publist.asp?puborg=AF&series=21>

OPTIONAL

- Computer*
- Radio / Stereo*
- Video Games
- VCR*
- Cooking utensils (All rooms have some plates, glasses, and flatware. Also, they all have microwave oven and some have stoves. Lastly, there are charcoal grills located around the billeting complex).
- Vehicle*
- Logistics Manual for Maintenance Officers
- Athletic Equipment (clubs, shoes, etc)
- Camera*

- Extra pillows and blankets*
- Winter clothes
- Squadron Coin (AMOC and MMC coins are available for purchase)
- **Officer Club Membership Card** (You can join when you arrive and transfer your membership to your base when you leave)*

*** -items are highly recommended**

Hints

Review your current unit's Design Operational Capability (DOC) Statement (usually located in Log Plans at your Base).

Make reservations for billeting (DSN 736-7370, Comm (940)855-7370). Make sure when you check in to ask for any course information they might have for you concerning your appropriate course (i.e., basic, accelerated, bridge). **Billeting is located at bldg 1600.**

Rooms will be billed at the end of each month, so be prepared to file interim travel voucher. You may want to check with your local Finance office to find out specifics and a good phone and fax number for them before you depart for Sheppard AFB.

You will be able to get a mail box the day you arrive at the Post Office (Bldg 551). Make sure that you bring a copy of your orders.

There is no sick call... If you get sick, call your class leader and call Student Health at 6-5952 or 6-6840 to get an appointment. Student health opens at 0730.
